

LIGNA/TTF GROUP CHAIN OF CUSTODY SCHEME: APPLICATION FORM

BASIC COMPANY INFORMATION

Company Name	
Address	
Main Contact(s)	
Telephone Number	
Email Address	

Type of Business	<i>Merchant/ retailer/Manufacturer/Sawmill etc</i>
Description of Operations	<i>A short description of the processes from the point at which material is bought, covering basic elements of processing, manufacture, labelling, storage and transport to point at which product is sold</i>
Products Bought	
Products Sold	
Species Information: <i>List species purchased</i>	<i>Botanical and trade names if available</i>
FSC Supplier Details	<i>Name of any or all FSC suppliers</i>
PEFC Supplier Details	<i>Name of any or all PEFC suppliers</i>
<u>Any other suppliers</u>	
Number of Employees	
Annual Turnover (Company Total)	
Annual Turnover (Wood products)	

Any additional information regarding numbers of operational sites, type of business, existing certification and other relevant information

Signed	
Name and Position	
Date	

LIGNA/TTF GROUP CHAIN OF CUSTODY SCHEME:
MEMBERSHIP CONSENT FORM

1. This agreement is made between:

Ligna Ltd, The Big Peg, 120 Vyse Street, Birmingham, B18 6NF (the Group Manager)

and

Company Name (the Group Member): _____

2. On satisfactory completion of membership the Group Member:

- Acknowledges and agrees to the requirements and responsibilities of group membership, as set out in Ligna/TTF Group COC Scheme Membership Document
- Acknowledges that membership of the Ligna/TTF Group COC Scheme has been voluntarily entered into
- Agrees to pay all fees associated with the Scheme, including revisions
- Agrees to comply with the Certification Body's chain of custody standards and rules for FSC and/or PEFC
- Agrees to be a member for the full term of the group certificate, subject to successful completion of the annual surveillance.
- Agrees to allowing FSC and/or PEFC and/or the Certification Body, in conjunction with the Group Manager, to inspect the management of COC at any time
- Accepts the outcomes of annual surveillance and agrees to take action in accordance with those outcomes.
- Acknowledges that failure to comply with the rules of Group Membership may result in financial penalties, suspension and/or termination of Group Membership
- Acknowledges training from the Group Manager for the requirements to comply with the appropriate chain of custody standards.
- Authorises the Group Manager to apply for certification on behalf of the company.
- Allows the company name, contact details and summary of the business to be circulated to other group members and to be publicly available.

Signed:
(For and on behalf of the Group Member)

Name:

Job Title:

Date: